



**COMMISSION ON CORRECTIONAL PEACE OFFICER
STANDARDS AND TRAINING**

APPROVED

**Curriculum Review Committee Meeting
Wednesday, November 6, 2002
CPOST Headquarters**

In Attendance:

Lt. Pietro DeSantis II, Committee Chairperson	Mr. Michael Day, ODT
Dr. Paul Bestolarides, Committee Member	Ms. Lillian Hill, ODT
Ms. Mary McElhannon, Committee Member	Mr. Jim Ernest, ODT
Ms. Laurel Alvarez, CPOST (Recorder)	Mr. Jim Anderson, ODT
Mr. Gary Parks, CYA-YATC	Mr. Rick Grenz, CDC Headquarters
Ms. Sherry West, ODT	Ms. Mary Wakefield, YATC
Ms. Anne Paine, ODT	Ms. Sally Morgan, YATC
Ms. Gretchen Jung, ODT	
Ms. Heather Haworth, ODT	

Committee Member(s) Absent:

Mr. Doug Peterson, Committee Member

I. Introductions

The Curriculum Review Committee meeting was held on Wednesday, November 6, 2002 at CPOST Headquarters, 3161 Dwight Road, Elk Grove, CA. The Committee Chairperson, Lt. DeSantis, and recorder, Laurel Alvarez, were present. A quorum being present, the meeting was called to order at 9:15 a.m. Introductions followed.

II. Draft Minutes From Previous Meeting

Lt. DeSantis called for corrections to the minutes from the October 29, 2002 Curriculum Meeting. Ms. Alison Malloy last name was spelled incorrectly. After correcting Ms. Alison Malloy last name, Lt. DeSantis moved that the minutes be approved as amended, and the motion was seconded. A vote was taken; the motion carried.

III. Lesson Plan Reviews

CDC Supervisory

❖ Staff Substance Abuse Testing (basic)

This lesson plan was withdrawn.

BCOA

❖ **Introduction to Chemical Agents**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

IV. Final Copies

CDC & BCOA

❖ **Digital Unclothed Body Search**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

CDC - MTA

❖ **MTA Orientation OJT**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Medical Response for MTA's**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Medical Aspects of Heat Related Pathologies**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Area of Control**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Body Searches**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Suicide Response for MTA's**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **CDC Form 7219**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Supervision of Inmates**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Prevention of Occupational Exposures to Bloodborne Pathogens**

To meet CPOST Standard #4(c), the designers must ensure the Objectives align between the cover sheet, lesson plan, and the test items.

Lt. DeSantis moved to recommend Provisional Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Tuberculosis**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Key and Tool Control**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Scope of Practice for MTA's**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

CDC Supervisory

❖ **Leadership (Lieutenant)**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

V. Corrected Copies

YATC

Lt. DeSantis moved to recommend Full Approval for all twenty-three corrected lesson plans listed below:

- ❖ Chemical Agents

- ❖ Mail Policy and Procedures
- ❖ Internal Investigations
- ❖ Handling Violent Offenders
- ❖ Disciplinary Decision Making System (DDMS)
- ❖ Force Options: Physical and Mechanical Restraints, Module I
- ❖ Force Options: Physical and Mechanical Restraints, Module II
- ❖ Force Options: Physical and Mechanical Restraints, Module II
- ❖ Force Options: Physical and Mechanical Restraints, Module III
- ❖ Force Options: Physical and Mechanical Restraints, Module IV
- ❖ Force Options: Physical and Mechanical Restraints, Module V
- ❖ Secure Area Extractions
- ❖ Transportation, Module IV
- ❖ Suicide Prevention, Assessment, and Response
- ❖ Written Communication, Module II – Report Writing
- ❖ Handling Violent Offenders
- ❖ Gang Awareness, Module I
- ❖ Youthful Offender Parole Board (YOPB)
- ❖ Body Search
- ❖ Computer Skills
- ❖ Emergency Response/Use of Force Simulation
- ❖ Facility Forms
- ❖ Orientation to the Basic Academy, Module II
- ❖ Large and Small Group Counseling, Module I

CDC P&CSD

❖ Firearms

This lesson plan was withdrawn.

IV. Other Business

The following scheduled Curriculum Review Meetings and submission dates are as follows:

<u>Meeting Dates</u>	<u>Submission Dates</u>
January 8, 2003	December 23, 2002
February 19, 2003	February 3, 2003
March 12, 2003	February 24, 2003
April 9, 2003	March 24, 2003
May 7, 2003	April 21, 2003
June 11, 2003	May 23, 2003

Laurel Alvarez then handed out the lesson plan security information to the Committee members for review and input. Any input will be forwarded to Laurel. Lastly Lt. DeSantis stated that he is in the process of preparing his report to the Commissioners and will let the other Committee members know when he is done.

VII. Adjournment

There being no further business or discussion the meeting was adjourned at 10:00 a.m.

Monique Ford
Student Assistant, CPOST
Recorder